

**COURTROOM MINUTES**  
**ARRAIGNMENT/PLEA HEARING**

DATE: \_\_\_\_\_ DAY: \_\_\_\_\_ START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

JUDGE/MAG.: \_\_\_\_\_ CLERK: \_\_\_\_\_ REPORTER: \_\_\_\_\_

PROBATION OFFICER: \_\_\_\_\_ INTERPRETER: \_\_\_\_\_ SWORN: YES NO

CASE NUMBER: \_\_\_\_\_ CASE NAME: USA v. \_\_\_\_\_

**APPEARANCES:**

ASST. U.S. ATTY.: \_\_\_\_\_ DEFENDANT ATTY.: \_\_\_\_\_

DEFENDANT PRESENT: YES NO

**OFFENSE INFORMATION:**

MAXIMUM PENALTY: CT(S) \_\_\_\_\_; YR(S) IMPRISONMENT; \$ \_\_\_\_\_ FINE;

\_\_\_\_\_ YEAR(S) SUPERVISED RELEASE; \$ \_\_\_\_\_ SPECIAL ASSESSMENT; RESTITUTION.

DEFENDANT AGE: \_\_\_\_\_ INDICTMENT/INFORMATION READ DEFENDANT WAIVES READING

**PLEA:**

GUILTY DEFENDANT SWORN

NOT GUILTY PLEA ACCEPTED AS KNOWING AND VOLUNTARY

NO CONTEST DEFT. ADJUDGED GUILTY BY COURT

MUTE

**TRIAL SCHEDEULE:**

JURY SEL./TRIAL: \_\_\_\_\_ TRIAL ESTIMATE: \_\_\_\_\_ DAYS

PTMH/EVID. HRG.: \_\_\_\_\_ MOTIONS DUE: \_\_\_\_\_

FPTC: \_\_\_\_\_ FPTC SUBMISSIONS: \_\_\_\_\_

FINAL HEARING: \_\_\_\_\_

**SENTENCING SCHEDULE:**

PRESENTENCE REPORT DUE: \_\_\_\_\_ OBJECTIONS DUE: \_\_\_\_\_

SENTENCING : \_\_\_\_\_ at \_\_\_\_\_

**RELEASE/DETENTION:**

ORDER SETTING CONDITIONS OF RELEASE ENTERED/AFFIRMED.

DEFENDANT DETAINED PENDING TRIAL/SENTENCING.

DEFENDANT TEMPORARILY DETAINED; DETENTION HEARING: \_\_\_\_\_

**NOTES:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL COURT TIME: \_\_\_\_\_